



NEVADA COUNTY TRANSPORTATION COMMISSION

Grass Valley • Nevada City • Nevada County • Truckee

MINUTES OF MEETING September 17, 2014

A meeting of the Nevada County Transportation Commission (NCTC) and Nevada County Airport Land Use Commission (NCALUC) was held on Wednesday, September 17, 2014 in the Grass Valley City Council Chambers, 125 East Main Street, Grass Valley, California. The meeting was scheduled for 9:30 a.m.

Members Present: Terri Andersen, *Nate Beason, Carolyn Wallace Dee, Jason Fouyer, Ann Guerra, Larry Jostes, and Ed Scofield

Staff Present: Mike Woodman, Transportation Planner; Nancy Holman, Administrative Services Officer; Toni Perry, Administrative Assistant

Staff Absent: Daniel Landon, Executive Director

Standing Orders: Chairman Jostes convened the Nevada County Transportation Commission meeting at 9:33 a.m.

Pledge of Allegiance

PUBLIC COMMENT

There was no public comment.

Chairman Jostes stated that Commissioner Beason had business in Sacramento that day and would have to leave the meeting early, and he felt it would be appropriate for Commissioner Beason to be involved in the discussion regarding staff compensation. Therefore, Chairman Jostes moved forward Action Items #13, #14, and #15 that dealt with personnel matters.

ACTION ITEMS

13. Appointment of Labor Negotiation Representatives

Chairman Jostes asked for a motion to authorize the members of the Nevada County Transportation Commission presiding at that meeting to form the body of labor negotiation representatives. Commissioner Beason made the motion. Commissioner Dee seconded the motion. The motion passed unanimously with Aye votes from Commissioners Andersen, Beason, Dee, Fouyer, Guerra, Jostes, and Scofield.

Chairman Jostes CONVENED THE CLOSED SESSION at 9:35 a.m. The Commissioners and Transportation Planner Michael Woodman went into a private conference room.

14. Closed Session: Conference with Labor Negotiators, Government Code Section 54957.6

15. Staff Compensation: Executive Director, Administrative Services Officer, Transportation Planner, and Administrative Assistant

Chairman Jostes RECONVENED THE NCTC MEETING at 10:27 a.m. in the Council Chambers. He stated there were no items to report out. Chairman Jostes said Action Item #15, Staff Compensation, was being carried over to the November NCTC meeting with a redefined recommendation to be brought forward.

CONSENT ITEMS

1. Financial Reports

A. June 2014 and July 2014. *Approved.*

3. FY 2014/15 State Transit Assistance Revised Apportionments. *Adopted the revised apportionment table as a basis for allocation from the State Transit Assistance Fund for FY 2014/15.*
4. Master Fund Transfer Agreement with Caltrans. *Adopted Resolution 14-23 authorizing the Executive Director to sign the Master Fund Transfer Agreement, Contract No. 74A0798, with the State of California.*
5. Approval of Proposition 1B California Transit Security Grant Program Allocation Eligibility List and Submission of an Application by the County of Nevada. *Adopted Resolution 14-24 approving Attachment A - Allocation Eligibility List for the California Transit Security Grant Program - California Transit Assistance Fund (CTSGP-CTAF), and Nevada County's request to submit their CTSGP-CTAF application to Cal OES for bus stop safety improvement projects.*
6. Adoption of the Americans with Disabilities Act Grievance Procedure and Notice. *Adopted Resolution 14-25 approving the Nevada County Transportation Commission's Americans with Disabilities Act (ADA) Grievance Procedure and Notice.*

Commissioner Scofield requested Consent Item #2 (NCTC Minutes) be pulled. Commissioner Beason made a motion to adopt the Consent Calendar minus Item #2. Commissioner Dee seconded the motion. The motion passed unanimously with Aye votes from Commissioners Andersen, Beason, Dee, Fouyer, Guerra, Jostes, and Scofield.

PULLED FROM CONSENT CALENDAR

2. NCTC Minutes

July 16, 2014 NCTC Meeting Minutes. *Approved.*

Commissioner Beason made a motion to approve the July 16, 2014 NCTC Minutes. Commissioner Fouyer seconded the motion. The motion passed with Aye votes from Commissioners Andersen, Beason, Dee, Fouyer, Guerra, and Jostes. Commissioner Scofield abstained due to his absence from the meeting.

INFORMATIONAL ITEMS

7. Correspondence

There was no discussion on Correspondence.

8. Executive Director's Report

8.1 Adoption of the 2014 Active Transportation Program (ATP) Statewide and Small Urban and Rural Components

Transportation Planner Mike Woodman reported that at the July 16th NCTC meeting, Executive Director Landon provided an overview of the projects that were submitted by the City of Grass Valley, the Town of Truckee, and the Truckee-Donner Recreation and Park District for funding consideration in the Statewide and Small Urban and Rural components of the ATP. He said, in total, the California Transportation Commission (CTC) received 771 applications totaling in excess of \$1 billion for the approximately \$221 million available. The CTC adopted the list of selected projects on August 20th and only the Town of Truckee's project made the final list from Nevada County. This project is Phase 2 of the Trout Creek Trail, which will construct the final segment of the trail between Historic Downtown Truckee and the Truckee-Donner subdivision. He said the grant award was for \$1.5 million.

8.2 Regional Traffic Model Update

Transportation Planner Woodman said the Regional Traffic Model Update is nearing completion. The Project Advisory Committee met on August 19th and reviewed the draft NCTC Traffic Model Development Report prepared by Fehr & Peers. The comments received are being incorporated into the final report. Mr. Woodman noted that Fehr & Peers will give a presentation on the final model development report to NCTC at the November 19th NCTC meeting. He said the completion of the Traffic Model Update will facilitate the update of the Regional Traffic Mitigation Fee (RTMF) Program and will also allow NCTC to analyze different land use and transportation scenarios.

8.3 Rural Counties Task Force Streets and Roads Performance Measurement Data Project

Transportation Planner Woodman reported this project is also nearing completion and the project consultant, NCE, is currently working on an analysis of the revenues needed to improve each county's Pavement Condition Index. They are also developing a data base for scenario analysis for each county. He said NCE expects to complete the project in early October and a presentation will be given to NCTC in November.

8.4 Western Nevada County Transit Development Plan Update

Transportation Planner Woodman stated NCTC was awarded \$50,000 in a Federal Transit Administration Rural Transit Planning Studies Grant in July to update the Western Nevada County Transit Development Plan. The project schedule was provided in the handout.

8.5 Nevada County Coordinated Public Transit Human Services Transportation Plan

Transportation Planner Woodman said the update of this plan is progressing and several workshops and presentations were held in July and August to provide input on the identified

transit needs and potential strategies to address them. He stated that input was utilized to develop the strategies and prioritization that will be included in the draft plan. A second round of workshops will be held in early October and the draft report will be presented to NCTC at their November 19th NCTC meeting.

9. Project Status Reports

A. Caltrans Projects: Winder Bajwa, Caltrans District 3 Project Manager for Nevada County

Mr. Bajwa gave a brief summary of projects listed in his September Project Status Report.

- *Operational Improvements at Holcomb Drive and Cherry Creek Road* – Mr. Bajwa reported that this project will upgrade the intersection at Cherry Creek Road on SR 49 by adding a right turn lane and widening the shoulder. It is funded by the State Highway Operations and Protection Program (SHOPP) Minor A Program. He said the project was awarded on June 20th to Herback General Engineering from Minden, NV for \$429,304. Construction started on August 18th with 40 working days scheduled for the project. He said they are about 40% complete and completion is expected by October 10th.
- *Operational Improvements at Carriage Road and Ladybird Drive* – Mr. Bajwa reported the project upgraded two intersections on SR 49 by adding right turn lanes and widening shoulders. This project is funded by the SHOPP Minor A Program. He said the project is 99% complete and they are only waiting for PG&E to hook up a service line. That work should be completed by the end of September. The intersections are in full function.
- *Shoulder Widening From Old Downieville Highway to Newtown Road* – Mr. Bajwa noted that the project is widening the pavement shoulder on SR 49 from Old Downieville Highway to Newtown Road and is funded by local Congestion Mitigation and Air Quality (CMAQ) funds and Caltrans SHOPP Minor A Program funds. He said the project was awarded to Knife River Construction on June 3rd in the amount of \$623,565 and construction started on September 1st. They are estimating 40 working days on this project and work is about 25% complete. Completion is expected on October 10th. He said there is an Army Corp of Engineers (ACE) environmental mitigation commitment that Caltrans is required to do and that is currently ongoing.

Commissioner Beason asked if the wetlands are part of the same problem they ran into with the bike lane on Newtown Road or was it different. Steve Castleberry, Nevada County Public Works Director, seated in the audience, said they are different.

- *Reconstruct Embankment and Roadway at Alta Sierra Drive* – Mr. Bajwa reported this is a new project that is located south of Grass Valley at Alta Sierra Drive. He said the project repaired the northbound #2 lane and the shoulder, and the metal guardrail was upgraded. The project is funded by SHOPP Minor A Program funds and the work is done and functional. PG&E has some work that is scheduled to be completed by the end of September.
- *Operational Improvements at Brewer Road* – Mr. Bajwa said this is a future project that will construct a right turn pocket lane on northbound SR 49 to reduce congestion and potential rear-end collisions, and improve sight distance to northbound traffic. It is

located approximately ten miles south of Grass Valley at the Brewer Road intersection. He said it is funded out of the SHOPP Minor A Program. Preliminary Design and Environmental work is scheduled for completion this fall, and construction should begin in the summer of 2015. Cost estimate is \$400,000.

Chairman Jostes said the Commission had previously discussed that the project at Alta Sierra Drive was not on the original list of projects and he asked if the Brewer Road project is on the list of SR 49 Corridor Projects. Mr. Bajwa said yes, this project is part of the Master Plan that was developed.

- *Operational Improvements at Smith Road* – Mr. Bajwa said this also is a future project that will construct a right turn pocket lane on southbound SR 49 and provide a standard public road approach tapered with four foot shoulders. He said because of the cost it will be funded from the SHOPP Minor B Program, which allows a project to cost up to \$280,000. This project is estimated to cost \$200,000. Design and Environmental studies will continue through FY 2014/15 and construction is scheduled to begin in the summer of 2016.

Commissioner Scofield said when there is a question that has to do with the highways, and the Commission asks Executive Director Landon to follow up on it, he is on it immediately. He said there was a citizen with a question that lives near Carriage Road and Ladybird Drive and she had a concern about the left hand lane going in there. Caltrans had people out there within a day meeting with her and she was satisfied with the response she received. Commissioner Scofield thanked Caltrans for quick responses. He added that driving the highway and seeing the SHOPP Minor A Program projects that have been completed, or are in the process of being completed, are all wonderful. He said there are some nice improvements on SR 49, even though they are considered minor projects, and the road is a lot safer because of them. Winder Bajwa thanked Commissioner Scofield for the acknowledgement and kind words. He thanked the Commission, Executive Director Landon, and his staff for working with Caltrans on these projects. He feels it is a joint effort and a team partnership that helps to get these projects funded and completed.

A. Caltrans “I-80 Vertical Clearance Project”: Rochelle Jenkins, Caltrans Public Information Officer - Sierra Area

Rochelle Jenkins reported that the one structure that affects our community with the “Raise 80” Project is the Magra Road structure. She said it is scheduled to be lifted on September 23rd and also on September 24th if necessary. They are doing everything possible to complete the lift in one night, but they prepare for a two night closure. They agreed to close I-80 at 10:30 p.m. instead of the previous 11:00 p.m. closure time. Ms. Jenkins said that lane closures would start around 8:30 p.m. to allow equipment to set up. The detour will be at Bell Road eastbound and SR 20 westbound with all traffic traveling in both directions on SR 20/49 from 10:30 p.m. until 5:00 a.m. She indicated that westbound trucks would be inspected by the California Highway Patrol (CHP) and will be escorted from I-80 down SR 49 to McKnight Way in Grass Valley. There will also be roving CHP cars patrolling in both directions. Ms. Jenkins said they have coordinated with the fire departments in case there is an incident. Graders and tow trucks will be stationed at different locations. She said they told the contractor if there were to be an incident on SR 20 and they would need to stop diverting traffic, the contractor would need to have measures in place to lock the structure securely and open up I-80. She contacted local responders in case they need to get a life threatening emergency through the construction site. While they load up a patient, the contractor could be working to have one lane opened up within

twenty minutes to allow the ambulance through. Ms. Jenkins said she will be out there the entire time during the night construction work and will notify the public if the second night is needed.

Ms. Jenkins gave an updated report on the King Fire in El Dorado County. U.S. Highway 50 was closed for six miles due to trees on fire that were falling across the highway. They also used the highway to stage equipment to fight the fire. She reported that some roads were closed for evacuation purposes.

Commissioner Scofield said because U.S. 50 is closed it would have an impact on I-80 as well. He asked, if Highway 50 is still closed next week, would that delay the closure of I-80 and the work to be performed on September 23rd. Ms. Jenkins replied that with the timeframe of 10:30 p.m. to 5:00 a.m., the traffic going up U.S. 50 is primarily passenger vehicles; there are not many commercial vehicles and that is the usual night traffic. She did not think it would have a major impact on traffic. Ms. Jenkins said they worked directly with commercial companies such as Walmart, Federal Express, UPS, etc. to reschedule their vehicles around the time of the detour.

Commissioner Andersen thanked Ms. Jenkins and Caltrans for all the thought and planning that went into the detour. Ms. Jenkins replied that every time they do a detour it is a learning experience. She said many times the detour is required due to a collision on I-80 that closes the highway. Commissioner Scofield commented that the difference this time is it is a total closure of I-80 in both directions. Ms. Jenkins agreed this is the first time they have attempted this and it is also for both passenger and commercial vehicles. In the past they had an alternate route on Rollins Lake Road for passenger vehicles, but the structure they are working on is on Rollins Lake Road. She reported they increased the number of CHP cars patrolling from 10 to 14 vehicles for this detour.

Commissioner Dee reported that there will be additional traffic due to the Iron Man competition taking place that weekend in the Lake Tahoe Basin and most of them will not leave until Tuesday or Wednesday. Ms. Jenkins said they notified Iron Man organizers to let participants know about the I-80 closure and detour on September 23rd, so the people can leave earlier or later. Commissioner Scofield asked if they had coordinated with the Dorsey Drive Interchange project as well, so they do not schedule a shut down at the same time. Ms. Jenkins replied absolutely. They will not shut down SR 49 in the middle of an I-80 detour.

**B. Truckee's SR 89 "Mousehole" Pedestrian and Bicycle Improvement Project:
Becky Bucar, Associate Engineer, Town of Truckee**

Commissioner Dee noted that Becky Bucar was not present at the meeting to give an update and she said the report in the handout was not correct. She stated the Town of Truckee went out to bid on the SR 89 Mousehole Pedestrian and Bicycle Improvement Project and they opened the bids received on September 5th. The Town will be taking the contract to the Town Council either September 23rd or at the next Council meeting. Commissioner Dee stated the lowest bidder is Gordon N. Ball, Inc. from San Francisco. They had twenty-eight contractors come to the pre-bid meeting and they received eight bids, which included top name companies and kept the bidding process very competitive. Commissioner Dee was excited that after twenty years of discussion and ten years of hard work the project is a reality with ground breaking scheduled for spring 2015. She added that the project is paid for.

C. Grass Valley Dorsey Drive Interchange Project: Trisha Tillotson, City of Grass Valley Senior Civil Engineer

Trisha Tillotson gave a brief update on the Dorsey Drive Interchange Project. She reported that they paved Dorsey Drive over the last few weeks at night, and the beginning of the following week they will pave SR 20/49, excluding the two days of the I-80 detour. She said the highway signs will go up, the luminaires will be lit, and the traffic signals are set to be turned on the beginning of October. Ms. Tillotson said they are on schedule and on budget still. They are planning a ribbon cutting ceremony towards the end of October that will be announced by the City Council at their next meeting. She said the interchange is expected to be opened at the end of October.

Commissioner Scofield said he is impressed and he commended Ms. Tillotson on a nice job. Ms. Tillotson responded that it has been a great team effort of everyone involved.

Chairman Jostes said that his wife experienced a car entering the freeway, unauthorized, from the Dorsey Drive ramp and driving toward Brunswick Road. He said one other person told him they also experienced someone entering the freeway from Dorsey Drive to Brunswick Road. He commented that possibly a few more cones need to be placed at the top of the ramp. Ms. Tillotson said she would notify the contractor of this. Chairman Jostes said the project looks very good, and as he looked at the numbers, it appeared they had gone into the contingency funding, but not very far. Ms. Tillotson said they expect to spend less than half of the contingency funds.

Commissioner Fouyer commended Ms. Tillotson and said not many people understand how much she has done on the project; not only to the extent of the Dorsey Drive construction, but keeping up with all of the other components, concerns, and issues. He stated that she has done a beautiful job and definitely needs to be commended for it. Commissioner Beason and Chairman Jostes agreed.

10. Status Report – Community Transit Services Allocation for Gold Country Telecare, Inc.

Transportation Planner Woodman reported that on September 18, 2013 NCTC adopted a resolution that allocated \$70,000 to Gold Country Telecare, Inc. for Community Transit Services during FY 2013/14. He said the terms of that allocation provided an initial payment of \$7,000, followed by payments at a rate of \$20 per ride until the allocation was fully expended or until June 30, 2014. The allocation report that was included in the meeting packet for June showed that Telecare served fifty-seven passengers and provided fifty-seven trips. Mr. Woodman said the allocation amount remaining at the end of the fiscal year was \$34,720.

*Commissioner Beason left the meeting at 10:56 a.m.

ACTION ITEMS

11. Appointments to the Social Services Transportation Advisory Council

Transportation Planner Woodman reported that NCTC staff conducted outreach efforts in western and eastern Nevada County to replace several members of the Social Services Transportation Advisory Council (SSTAC) whose terms were expiring in September 2014. He said, in response to the outreach, the following individuals submitted applications. Susan Healy-Harman, Transit Services Manager with the Nevada County Transit Services Division applied

for reappointment to the SSTAC as a representative of a *local consolidated transportation service agency*. Dave Walker, Executive Director of Gold Country Telecare, applied for reappointment to the SSTAC as a representative of a *local consolidated transportation service agency*. Kristin Ansell, a part-time college student and advocate for individuals with disabilities, applied for an appointment to the SSTAC as a representative of *potential transit users for individuals with disabilities*.

Transportation Planner Woodman stated that the SSTAC position for a representative of the Hispanic community in the Truckee area is currently vacant. NCTC staff will continue outreach efforts to fill that position. He said he has been in contact with the Family Resource Center in Truckee and they are working together to find an appropriate candidate.

Transportation Planner Woodman said that staff recommended appointments of Susan Healy-Harman, Dave Walker, and Kristin Ansell to serve on the SSTAC. Commissioner Fouyer said sometimes local agencies find it hard to get people to apply for open positions and he asked if these were the only applications that were received, or if they were the top candidates. Mr. Woodman said these were all the applications received for the positions that were open.

Commissioner Guerra made a motion to appoint Susan Healy-Harman, Dave Walker, and Kristin Ansell to serve on the Social Services Transportation Advisory Council. Commissioner Dee seconded the motion. The motion passed unanimously with Aye votes from Commissioners Andersen, Dee, Fouyer, Guerra, Jostes, and Scofield. (Commissioner Beason was absent.)

Chairman Jostes asked how often the SSTAC met. Transportation Planner Woodman said they usually meet on a quarterly basis. Chairman Jostes commented that he did not recall the SSTAC ever reporting out to the NCTC. Mr. Woodman replied he did not think they typically report directly to the Commission. He said they are part of the unmet transit needs process and NCTC staff meets with the SSTAC to gather input on unmet transit needs. Staff usually reports those unmet needs recommendations to NCTC as they occur.

12. Amendment I to the FY 2014/15 Overall Work Program

Transportation Planner Woodman said that staff is requesting the Commission adopt Resolution 14-26 approving Amendment I to the FY 2014/15 Overall Work Program (OWP). The purpose of this amendment is to program the carryover funds identified while completing the year-end financial reporting for FY 2013/14. He said it also makes minor adjustments to the Work Elements to add those identified funds.

Commissioner Fouyer made a motion to adopt Resolution 14-26 approving Amendment I to the FY 2014/15 Overall Work Program. Commissioner Dee seconded the motion. The motion passed unanimously with Aye votes from Commissioners Andersen, Dee, Fouyer, Guerra, Jostes, and Scofield. (Commissioner Beason was absent.)

Chairman Jostes noted that Action Items 13, 14, and 15 had already been handled.

Chairman Jostes ADJOURNED AS THE NEVADA COUNTY TRANSPORTATION COMMISSION at 11:01 a.m. and CONVENED AS THE NEVADA COUNTY AIRPORT LAND USE COMMISSION (NCALUC).

16. NCALUC Minutes

May 21, 2014 NCALUC Meeting Minutes. *Approved.*

Commissioner Fouyer made a motion to approve the May 21, 2014 NCALUC Minutes. Commissioner Dee seconded the motion. The motion passed with Aye votes from Commissioners Dee, Fouyer, Guerra, and Scofield. Commissioners Andersen and Chairman Jostes abstained due to their absence from the meeting. (Commissioner Beason was absent.)

17. Request for Nevada County Airport Land Use Commission Approval of Amendment to Grass Valley's General Plan Safety Element

Transportation Planner Woodman said NCTC staff has reviewed the Amendment to the Grass Valley General Plan Safety Element and finds it is consistent with the Nevada County Airport Land Use Compatibility Plan and recommends approval.

Chairman Jostes asked if there was any contentious issue or anything unusual, or was the amendment pretty straight forward. Transportation Planner Woodman replied it was just minor inclusions into the Grass Valley Safety Element to address specific portions of the plan.

Commissioner Guerra made a motion to adopt NCALUC Resolution 14-02 finding an Amendment to the Grass Valley General Plan Safety Element consistent with the Nevada County Airport Land Use Compatibility Plan. Commissioner Fouyer seconded the motion. The motion passed unanimously with Aye votes from Commissioners Andersen, Dee, Fouyer, Guerra, Jostes, and Scofield. (Commissioner Beason was absent.)

Chairman Jostes ADJOURNED AS THE NEVADA COUNTY AIRPORT LAND USE COMMISSION at 11:03 a.m. and RECONVENED AS THE NEVADA COUNTY TRANSPORTATION COMMISSION.

COMMISSION ANNOUNCEMENTS

There were no Commission announcements.

SCHEDULE FOR NEXT MEETING

The next regularly scheduled meeting of the Nevada County Transportation Commission is on November 19, 2014 at the City of Nevada City Council Chambers, 317 Broad Street, Nevada City, CA.

ADJOURNMENT OF MEETING

Commissioner Fouyer made a motion to adjourn the meeting. Commissioner Guerra seconded the motion. The motion passed unanimously with Aye votes from Commissioners Andersen, Dee, Fouyer, Guerra, Jostes, and Scofield. (Commissioner Beason was absent.)

Chairman Jostes adjourned the meeting at 11:03 a.m.

Respectfully submitted: Antoinette Perry
Antoinette Perry, Administrative Assistant

Approved on: November 19, 2014

By: L. A. Jostes
Lawrence A. Jostes, Chairman
Nevada County Transportation Commission